Resort Village of Sunset Cove

Regular Meeting of Council held at 57 Mountain Drive
Sunset Cove, Saskatchewan
January 26, 2024

Minute #	Agenda Item	Discussion
	Present	Mayor – Shawna Argue Councillor – Rob Court Administrator – Barbara Griffin
2025-001	**Call to Order**	A quorum being present, the regular meeting of council was called to order at 1:15 p.m.
2025-002	**Agenda**	Court / Argue That the agenda be approved as amended. Additions as follows: 5e: Staff Salaries 5f: Credit Card Signing Authority **Carried**
2025-003	Minutes	Argue / Court That the minutes of the regular meeting of council held on December 8, 2024 be approved as presented by the administrator. Carried
2025-004	**Consent Agenda Items**	Court / Argue That the list of consent agenda items be accepted as amended, attached hereto and forming part of the minutes. • Payment of Accounts • Bank Reconciliation; December, 2024 • Income Statement ending December 31, 2024 **Carried**
2025-005	**Agenda Items**	Let it be reflected in the minutes that the following items were discussed and reviewed by council: • Annual Task List – A list covering regular activities of council and administration related to administrative, governance and maintenance activities • SUMA Convention – the value in attending in Saskatoon vs. the expense • T4 / Statement of Earnings – the requirement for all village employees and council members to have appropriate payroll deductions and annual T4s issued for income tax purposes • By-election update – status of nominations received to date
2025-006	**Staff Salaries**	Argue/Court That the recommendation from the closed session of Council held January 25 be put forward in a motion as follows; That the administrator receives a $15,000.00 annual compensation package for administrative duties effective January 1, 2025; and That the groundskeeper be paid a $750 bonus for duties performed in 2024 and that the hourly wage for the groundskeeper be increased to $30/hour, with a $750 bonus for 2025. **Carried**

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2025-007	**Credit Card**	Court/Argue That Barb Griffin, Administrator and Shawna Argue, Mayor are hereby authorized to sign and execute the documents for a Business Mastercard to be used for municipal purposes. **Carried**
2025-008	**Unfinished Business**	Let it be reflected in the minutes that Council reviewed the following items: • Ministry of Highways; Proposed Closure of Hawthorne Road – Administrator to complete paperwork • FlexNetworks Update – Invoiced Monies Received for repair to road after fall 2024 install. Mayor to contact regarding tentative construction schedule to allow for other road repair work to take place • Munisoft - that council tentatively approved the purchase of a computer and proceed with Munisoft software purchase further to clarification on financing and new quote • 2025 Draft budget – Reviewed and minor changes were made • SAMA Preliminary Values – review of SAMA clarification response • Council Remuneration Review – no update
2025-009	**Next Meeting**	Special Meeting of Council – February 23, 2025, 1pm – 57 Mountain Drive, Sunset Cove Regular Meeting of Council – March 16, 2025, 1pm – Zoom
2025-010	**Adjournment**	Argue That this meeting be adjourned. **Time: 3:40 p.m.** **Carried**

Shawna Argue
Mayor

B Griffin
Administrator